



Upward Bound Program Director

Simpson College seeks candidates for the position of Upward Bound Program Director. This is a full-time twelve month position funded by the U.S. Department of Education's TRIO program.

Duties and responsibilities will include:

- Recruiting and supervising program staff.
- Recruiting, advising and counseling student participants.
- Oversee project budget and serve as liaison to target schools.
- The Director will also act as primary project liaison with U.S. Department of Education, ensuring all reporting requirements are met in a timely manner.

Qualified candidates will have:

- A Master's degree in Education, Counseling, Social Work or a related field.
- Have experience working with high school students from diverse backgrounds who are either low income or potential first generation college students.
- Experience with federal grant programs and with TRIO/EOP programs preferred or individuals who have succeeded in overcoming barriers similar to those confronting the project's target population.

Simpson College is a private, nationally recognized regional college that is grounded in the liberal arts tradition and affiliated with the United Methodist Church. Simpson is located in Indianola, Iowa, 12 miles south of the capital city of Des Moines. To learn more about Simpson, please visit: www.simpson.edu.

Candidates should:

- Send a letter of interest
- Resume, and
- The names and contact information of three professional references to:
Director of Human Resources
701 North C Street, Indianola, IA 50125
or to:
employment@simpson.edu

Consideration of candidates begins upon receipt of application materials and continues until the position is filled.

It is the policy and practice of **Simpson College** to provide equal educational and employment opportunities for all. We specifically encourage applications from women, minorities, veterans, persons with disabilities and individuals **who are bilingual (Spanish)** to apply. The entire Notice of Non-Discrimination can be found at: <http://simpson.edu/employment-opportunities/>